

FAQ: Vaccines.gov Guidance

Q1: What is the purpose of managing reporting and vaccine availability via file upload on the provider portal?

A: Managing reporting and vaccine availability via file upload allows healthcare providers to upload their location details, participate in programs like the Bridge Access Program, and make their vaccine availability visible on vaccines.gov. This ensures accurate and up-to-date information is accessible to the public and healthcare providers.

Q2: How can I set my location for participation in the Bridge access Program?

A: To set your location for Bridge Access Program participation, follow these steps:

1. Log in to your provider portal account at <https://covid.locating.health/login>
2. Click “Public Display” at the top right.
3. Access the “Upload File” tab.
4. Download the current location details.
5. Edit the file in Excel or a spreadsheet app, setting “Display to the Public” and “Bridge Access Program” columns to “Yes.”
6. Save the changes in .csv format.
7. Upload the file in the “Upload” section under Step 3.
8. Verify that the file was successfully uploaded.

Q3: How do I add vaccines to my location’s inventory?

A: To add vaccines to your location’s inventory, here are the steps:

1. Log in to your provider portal account at <https://covid.locating.health/login>
2. Click “COVID-19 Vaccines” at the top right.
3. Select “Add Vaccines” on the right side of the blue header.
4. Choose the vaccine (s) to add.
5. Select the location (s) where you want to add the selected vaccine (s)
6. Click “Add Vaccines” to save
7. If needed, click “Add More Vaccines” to add additional vaccines.
8. To finish, click “Go to Inventory.”

Q4: How can I make my vaccine availability visible on vaccines.gov?

A: To make your vaccine availability visible on vaccines.gov, follow these steps:

1. Log in your provider portal account at <https://covid.locating.health/login>.
2. Click “COVID-19 Vaccines” at the top right.
3. Access the “Upload File” tab.
4. If it’s your first time setting up visibility, download the “Blank template” from step 1.
5. Indicate vaccine availability by updating the Quantity to 0 or a positive number and selecting “Yes” for in-stock vaccines.
6. Save the file & Upload the file under Step 3

Q5: Do I need to report accurate inventory for vaccine availability on vaccines.gov?

A: Accurate inventory reporting is no longer required for vaccine availability on vaccines.gov. You only need to update the Quantity to 0 or the positive number and indicate vaccines are in stock by selection “Yes.”

Q6: What should I do if encounter issues during the file upload process?

A: if you encounter any issues during the file upload process or have technical difficulties, it’s recommended to reach out the platform’s support or helpdesk for assistance. They can provide guidance and troubleshoot any problems you may face.

Q7: Can I update my location details and vaccine availability frequently?

A: Yes, you can update your location details and vaccine availability as often as needed to ensure that the information remains accurate and up to date for the benefit of the public and healthcare workers.

Q8: Is there a specific file format I should use for the file uploads?

A: Yes, for file uploads, use the .csv (Comma – Separated Values) format. This format is commonly used to data interchange and is compatible with most spreadsheet applications.

Remember that these FAQs are provided as general guidance. For platform-specific or program – specific inquiries, it’s essential to refer to the platform’s official documentation or contact to support team for the most accurate and up-to-date information.